## **BOARD MEMBER RESPONSIBILITIES**

**MEMBER AT LARGE**

**MEMBER AT LARGE shall:**

1. Attend all general meetings, board meetings, assigned committee meetings and special meetings of SFV-CAMFT. Notify president if unable to attend.
2. Perform all duties as delegated by the president or the board of directors.
3. Assist the chapter through involvement with special interest groups, committees, and special projects.
4. Maintain and transition complete records on projects or events you worked on over the year to the incoming board of directors by placing copies of chapter documents in the appropriate shared Google Drive folder, in order to maintain historical information.
5. Please select the specific project that will be the focus during your term of service on the board of directors.

\_\_\_\_ CEU Coordinator

\_\_\_\_ Hospitality in person/Co Host of online events

\_\_\_\_ Oversee Special Interest Groups and Committees

\_\_\_\_ Web Administrator

\_\_\_\_ Other (Specify\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

*I have read and understand the responsibilities for this position and will serve my elected term for the year \_\_\_\_\_\_\_\_\_\_\_.*

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|  |  |  |  |  |
| Print Name |  | Signature |  | Date |